

February 19, 1952

Miss Helen L. Byers
University Apartments E304
Bloomington, Indiana

Dear Miss Byers:

Your letter of the 7th displayed, I think, some good judgment. We are now reviewing the completed applications for assistantships. I am prepared to make a formal offer to you of the full-time assistantship which we have discussed. This is the only vacancy open to you at the present time; I hope you will be disposed to accept it.

The position will extend for a full year, from (about) September 15, 1952 to the same date in 1953. You will be entitled to one month's leave to be taken as mutually arranged. The stipend will be set at twice the established rate for half-time assistants which is currently \$110 per month. Your stipend will therefore be not less than \$2640 for the year. It is understood that the position is in anticipation that you will subsequently undertake full-time graduate study in microbial genetics, although this is to be subject to later decision.

The duties will consist of the management and execution of the lab. routine; assistantship ~~for~~ research program; and, if time permits, beginning work on your own. You will have to supervise and train a considerable number of dishwashers and other lab. helpers: undergraduate students with considerable turnover. It should be possible for most or all of the detail work (especially making up medium of many kinds) to be handled by these helpers. The amount of time you will have for courses and experimental work will depend on your managerial skill. In a general way, the job can be described as an executive housekeeper. With respect to these duties, you will be responsible directly to me.

The position permits the accumulation of residence credit on a half-time basis, although this is not likely to be a limiting factor. You should then be able to register for one moderate course-- always providing that you can get the lab's work done.

If you are prepared to forego academic status altogether, a moderate upward adjustment in stipend might be possible. However, I do not recommend this unless the financial benefit is absolutely indispensable.

I am sincerely convinced that this will be a useful and rewarding experience. The management aspects will stand you in good stead later on, and the routine itself will insure that you are thoroughly trained in our techniques and methods. Previous experience with this kind of apprenticeship has been mutually satisfactory. On this basis alone, the proposed arrangement would be entirely commendable. The flexibility that it offers you and me with respect to your future plans only give it added weight.

Meanwhile, for this semester and next summer, I hope that you will be executing your announced plans to emphasize courses in microbiology. The better background you can present, the easier you will find it to fulfill stated requisites later on.

An application for admission to the Graduate School is either enclosed or sent in due course. This may be returned at any time during the next few months. You should list yourself formally as a candidate for the M.S. and Ph.D. in Genetics; any necessary adjustments may be made later on.

Fees for full- and half-time assistants are about 75/semester; non-resident fees are remitted.

I hope you will promptly acknowledge your assent to these arrangements. If you have any questions or reservations, however, do not hesitate to raise them.

With cordial best wishes,

Yours sincerely,

Joshua Lederberg,
Associate Professor of Genetics